

**GITARATTAN INTERNATIONAL BUSINESS SCHOOL
INTERNAL QUALITY ASSURANCE CELL (IQAC)**

MINUTES OF THE MEETING OF THE IQAC HELD ON 01.05.2018 AT 11.00 A.M.

A meeting of the Internal Quality Assurance Cell was held on **01.05.2018** at 11.00 A.M. under the Chairmanship of **Prof. B.S Hothi**, Director of Gitarattan International Business School, Rohini, Delhi.

Members Present:

1. **Prof. B.S. Hothi**, Director
2. Faculty Representatives
 - a) **Dr. D.K Choudhury**, Professor, Deptt. of Management
 - b) **Dr. Uma Gulati**, Associate Professor, Deptt. of Management
 - c) **Dr. Amit Jain**, Associate Professor, Deptt. of Management
 - d) **Ms Ashima Wadhwa**, Associate Professor, Deptt. of IT
 - e) **Ms Shivangi Sharma**, Assistant Professor, Deptt. of Law
3. **Dr. Sonia Jindal**, Principal, Gitarattan Institute of Advanced Studies & Training - Management representative
4. **Mr. Tej Prakash**, Assistant Admin Officer, Admin representative
5. **Mr. S.K. Bhatia**, Local society representative
6. **Ms. Kanupriya Malhotra**, MBA, Alumni representative
7. **Dr. Felton Lean**, Industrialist
8. **Prof. A.K Ghosh**, Coordinator

Prof. B.S Hothi, Director/Chairman welcomed the members of the IQAC in the meeting. He then requested IQAC Coordinator Dr. A.K Ghosh to proceed the work of the meeting.

ITEM No. 1: Review of the minutes of the meeting of IQAC held on 01-02-2018

Co-ordinator Dr. A.K Ghosh read out the minutes. No point was pending for action.

ITEM No. 2: Review of Academic Activities

Item 2.1: Review of existing Academic Circulars for Summer training for MBA and MBA-IB were discussed and Dr. Uma Gulati was asked to incorporate changes and submit draft for approval to the Director by 15th May 2018.

B.S. Hothi

A.K. Ghosh

**GITARATTAN INTERNATIONAL BUSINESS SCHOOL
INTERNAL QUALITY ASSURANCE CELL (IQAC)**

Item 2.2: Director informed that NAAC team had visited the Institute for 2nd Cycle of NAAC accreditation and the result for the same is pending.

**ITEM No. 3: PROFESSIONAL SKILLS DEVELOPMENT ACTIVITIES (PSDA)-REVISED
BBALLB & BALLB**

For law courses the syllabi provides a plan to teach various courses and associated theoretical concepts. Besides theory, it is necessary to provide practical inputs, make students practice and enhance their skills.

After discussion Director asked Dr. A.K Ghosh to frame PSDA guidelines for BBALLB & BALLB Courses and the draft should be submitted by 15th June 2018.


Dr. A.K Ghosh
Coordinator/Secretary IQAC

Countersigned by

Director

